

Avon Hill NCD Worksheet

Case # _____ Address _____ Hearing Date _____

The application is subject to: ☐ **binding review** by the Commission because it includes,

- ☐ to alter the Exterior Architectural Features of properties in the Avon Hill National Register District;
- ☐ to construct a new building, as defined in the zoning ordinance then in effect;
- ☐ to construct an accessory building, as defined in the zoning ordinance then in effect, unless said accessory building does not exceed 15 feet in height, does not exceed 500 square feet in the A-2 zone or more than 300 square feet in the B or C-1 zones, is at least as distant from the main Structure as is required by applicable zoning regulations, and is not located between the street and the façade containing the principal entrance;
- ☐ to construct a parking lot as a principal use;
- ☐ to construct an addition to an existing Structure that would increase its gross floor area by more than 500 square feet in the A-2 zone or more than 300 square feet in the B or C-1 zones;
- ☐ to construct an addition to an existing Structure that would increase the Total Lot Coverage on the property to 35% or more in the A-2 zone or to 45% or more in the B or C-1 zones;
- ☐ to construct an addition on the façade of a Structure containing the principal entrance;
- ☐ to demolish an existing Structure not originally used to garage automobiles that has a footprint that exceeds 150 square feet;
- ☐ to install vinyl or aluminum siding, where it does not already exist, or to install vinyl, vinyl-clad, aluminum, or aluminum-clad windows (other than storm windows), where they do not already exist;
- ☐ to alter, add or remove protruding bays, covered porches, or decks over 2.5 feet above grade;
- ☐ to alter, above the existing eave line, the height or shape of the roof of the principal Structure on the lot. Dormers will be reviewed with consideration to the guideline in Section V, C.7.d of this District Order that encourages conformance with the Design Guidelines for Roof Dormers (1996) prepared for the Board of Zoning Appeal and compatibility with the style, materials, and fenestration of the Structure; or
- ☐ to alter the footprint or volume of the façade with the principal entrance to the Structure or, for Structures containing more than one dwelling unit, the facade or facades with the principal entrance or entrances to the dwelling units.

Any binding determination may contain conditions as the Commission finds to be necessary to fulfill the terms of Section VI of this order. Such conditions may impose dimensional and setback requirements in addition to those required by applicable provision of the zoning ordinance. In imposing binding conditions on the issuance of a certificate, or in denying a certificate, a concurring vote of at least three of the members or alternates of the Commission shall be required. All determinations that impose conditions on an applicant shall be in written form stating the findings of fact and the standards upon which the conditions were found to be necessary.

☐ **Exemptions:** The authority of the Commission does not extend to the following categories of structures or exterior architectural features and such structures or features may be constructed or altered without review by the Commission,

- ☐ The alteration of Exterior Architectural Features on the premises of a property in the District in a manner that does not increase or diminish the existing building envelope and that does not require the removal, enclosure, or addition of any cornice, fascia, soffit, bay, porch, hood, cornerboard, window sash, window or door casing, or any other decorative element, including historic shingled siding, wood or copper gutters and downspouts, or copper, slate or wood shingle roofing, and that does not alter the shape of a roof.
- ☐ For properties not listed in the Avon Hill National Register District, the construction of terraces, walks, driveways, sidewalks, and similar Structures that do not involve a change in grade level and that are not to be used for parking between the principal front wall plane of a building, or principal front and side wall planes of a building that occupies a corner property, and the street.
- ☐ For properties not listed in the Avon Hill National Register District, the construction of walls and fences less than four feet high as measured from the sidewalk or existing immediately adjacent grade and located between the principal front wall plane of a building, or the principal front and side walls of a building that occupies a corner property, and the street. Walls and fences less than six feet high elsewhere on a property shall not be subject to review.
- ☐ Signs, temporary Structures, lawn statuary, or recreational equipment, subject to such conditions as to duration of use, dimension, location, lighting, removal and similar matters as the Commission may reasonably specify.
- ☐ Storm doors and storm windows, screens, and window air conditioners.

Date of Construction _____ Arct/Bldr (if known) _____ Staff Initials _____ Date _____

Other staff comments: _____

Instructions to Commissioners:

This following pages provide a summary of the Principles of Review, the General Conservation Standards and the Conservation Guidelines contained in the City Council order establishing the Avon Hill NCD that the Commission should consider in making a determination whether or not to issue a Certificate of Appropriateness, Hardship, or Non-Applicability in this case. The determination must be made in a public meeting. (However, the staff may issue a certificate on behalf of the Commission if it determines that the case involves only changes that are **exempt** from Commission review under the order or are subject to a **non-binding review** by staff.)

The Commission “shall review all construction, demolition or alteration that affects the exterior architectural features, other than color...within any neighborhood conservation district” (2.78.190.A). However, the Commission “shall not consider interior arrangements or architectural features not subject to public view” and “shall not make any recommendation or requirement except for the purpose of preventing developments incongruous to the historic aspects, architectural significance or the distinctive character of the...neighborhood conservation district” (Ch. 2.78.220.B).

Avon Hill Neighborhood Conservation District Designation Order (Passed by City Council, June 15, 1998; and amended by City Council December 14, 2009) Section V.

A. Principles of Review

The Commission shall:

1. encourage property owners to invest in their properties and seek to guide change so that it is compatible with the visual character of the neighborhood.
2. recognize the capacity of certain properties in the District for additional development under applicable provision of the zoning code and affirm its consideration of proposed additions and alterations to such properties consistent with the terms of this order.
3. recognize that the District and the greater neighborhood developed incrementally and in different eras and shall review applications with regard to the architecture and period of the building and the development pattern of its surroundings.
4. seek to achieve consensus determinations based on the available historical record, recommendations from members, alternates and Staff, and comments from applicants and abutters and consistent with the terms of this order.
5. affirm its and the Staff's role as a technical advisor to applicants on issues of conservation and preservation.

B. General Conservation Standards

All applications shall be considered in terms of the visible impact from the public way . . . on the District as a whole, and in addition with regard to the potential adverse effects . . . on the immediate streetscape. General conservation standards shall be to:

1. Balance the interests of homeowners desiring to make changes in their property with the District's interest in conserving the historic development patterns of the District, including its Green Space, open vistas and generous setbacks;
2. Enhance the pedestrian's visual enjoyment of the District's buildings, landscapes, and Structures;
3. Encourage the preservation of the visual form of the District's buildings, landscapes, and Structures;
4. Maintain the diversity of the District's architectural styles.
5. Protect Structures in the Avon Hill National Register District;

C. Conservation Guidelines for the District

The following guidelines establish the conservation principles to be encouraged within any given application.”

Infill Construction and Additions:

- ❑ In the A-2 zone, infill construction (including accessory buildings) and additions should not cause Total Lot Coverage to exceed 35%; in the B and C-1 zones, infill construction and additions should not cause Total Lot Coverage to exceed 45%.
- ❑ In addition to considering streetscape impacts of infill construction and additions, vistas into and through the site from surrounding public ways should be conserved.
- ❑ Impacts on significant landscape features and mature plantings should be minimized.
- ❑ Additions should be compatible with the architectural character of the principal building and its surroundings, should be sited away from principal elevations, and should respect the cornice height of the original building.

Parking:

- ☐ Where parking between the principal front wall plane of a building and the street is proposed, curb cuts and the square footage of paved area devoted to parking should be minimized
- ☐ Paving in permeable materials is encouraged
- ☐ Low fencing, low walls, and plant materials to screen parking areas are encouraged

Fences:

- ☐ Fences should be low and transparent to conserve vistas into and through properties and to enable the pedestrian's visual access to the character of the District
- ☐ The desire for enclosing private spaces should be balanced against the historically-open character of vistas in the District
- ☐ Fences needed for privacy should enclose the minimum area necessary to achieve their intent and should leave a portion of the premises open to view from the public way
- ☐ Where safe and appropriate, privacy fences should be set back behind a planting bed to avoid creating a vertical wall plane directly on the public way

Materials:

- ☐ The materials of Exterior Architectural Features such as siding, trim and windows should be compatible with the style of the Structure.
- ☐ Vinyl fences, vinyl siding, and vinyl windows should not be used.

Construction of a New Building, including Accessory Buildings:

Review of the design of a proposed new building, accessory building, or relocated building shall be made with regard to the compatibility of the building with its surroundings, and the following elements of the project shall be among those considered:

- ☐ site layout;
- ☐ volume and dimensions of the building;
- ☐ the scale of the building in relation to its surroundings;
- ☐ provisions for open space and landscaping;
- ☐ provisions for parking.

Demolition or Relocation of an Existing Building:

The Commission shall apply the provisions of Article III of Chapter 2.78 of the City Code with regard to the proposed demolition of an existing building, and in addition shall consider the following factors:

- ☐ the architectural and historical significance of the building to be demolished, recognizing listing of the building on the National Register of Historic Places or a written determination of eligibility for listing on the National Register of Historic Places from the National Park Service;
- ☐ the physical condition of the building;
- ☐ a claim of substantial hardship, financial or otherwise; and
- ☐ the design of the proposed replacement building, if any.

Alterations to Existing Buildings:

Review of proposed alterations to an existing building, and of all features not exempted from review under Section IV.C. above, shall be made with regard to the following factors:

- ☐ the architectural and historical significance of the building to be altered;
- ☐ the extent to which the integrity of the original design has been retained or previously diminished; and
- ☐ the potential adverse effect of the proposed alteration on the existing building, surrounding properties, and the District as a whole.
- ☐ extent of conformity of new or altered dormers to the Design Guidelines for Roof Dormers (1996) prepared for the Board of Zoning Appeal and compatibility of new dormers with the style, materials, and fenestration of the building.